

West Virginia TBI Waiver Quality Improvement Advisory Council Meeting Minutes	DATE: November 8, 2018 TIME: 10:00 am-2:30 pm LOCATION: Bureau of Senior Services Office Charleston, WV Charleston Town Center Mall 3rd Floor Conference Room A
Members Present:	
Heather Velez, Rodney Smith, Mark Fordyce, Carolyn Lecco, Mark Holmes, Brad Anderson (by phone), Carrie Childers (by phone), Regina Desmond (by phone)	
Members Not Present:	
Terry Edgar, Tracy Wine, Dale Heironimus	
Others Present:	
Teresa McDonough-BMS, Barbara Recknagel-KEPRO, Katharine Randall-PPL, Brian Holstein BMS-TMH, Vanessa VanGilder-Olmsted , Sara Miller-TBI CED, Liz Bragg-BMS and Chip Sovick-PPL	

MINUTES

Agenda Item	Welcome/Introductions/Old Business/New Business	Presenter	Rodney Smith
Discussion and Conclusions:			
Chair Rodney Smith called the meeting to order at 10:00 am. Introductions were completed.			
<u>Old Business:</u>			
The minutes from the August 9, 2018 TBI Waiver QIA Council meeting were reviewed and approved.			
Motion to Approve: Mark Fordyce			
Motion to Second: Mark Holmes			
Motion carried.			
<u>New Business:</u>			
A quorum shall be the voting members in attendance.			
Motion to Approve: Mark Fordyce			
Motion to Second: Mark Holmes			
Motion carried.			
Rodney shared with the Council his experience at recent the National Association of State Head Injury Administrators (NASHIA) Conference held in Iowa.			
Action Items	Person Responsible	Deadline	
1. Update Decision Making Section of the Council handbook (2/2016)	Barb Recknagel	1. 11/15/2018-emailed to council members	

Agenda Item	CMS Assurances Discussion of CAHPS HCBS TBIW Survey Findings Quality Management Planning (QMP)for 2019	Presenter	Barb Recknagel, KEPRO
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Discussion and Conclusions:

Barb Recknagel, KEPRO staff, presented the following information: CAHPS HCBS TBIW Survey Findings and A Review of the §1915(c) Centers for Medicare & Medicaid Services (CMS) Quality Assurances. Handouts were provided to the Council. Barb asked the Council Members to review the information in preparation for the design and development of the 2019 Quality Management Plan. The Quality Plan for 2019 will have a Health and Welfare focus.

Brad Anderson, council member, asked about the possibility of increasing Face-to-Face checks performed by the Case Managers from six (6) months to quarterly. His concern is the quality of the direct care staff and ensuring that services are been received/provided. Several Council members expressed similar concerns. It was agreed that the Council would look at the existing Participant Handbook to determine areas that could be strengthen to assist the participant in this area. KEPRO and BMS agreed to review exiting policy and determine areas to strengthen Case Management practice.

Action Items	Person Responsible	Deadline
1. Council Members to review information presented in preparation for QMP development in 2019. 2. Review existing Participant Handbook. 3. Review existing policy regarding Case Managers follow up with monthly phone calls that are unsuccessful and the home visit attempt is unsuccessful.	1. Council Members 2. Council Members 3. KEPRO and BMS	1. 2/14/2019 2. 2/14/2019 3.2/14/2019

Agenda Item	Program Updates	Presenter	Teresa McDonough/Barb Recknagel/Brian Holstine/Katharine Randall
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Discussion and Conclusions:

- TMH Update – Brian Holstine stated that there have been 50 total transitions in 2018. Brian stated that work is still going toward the TMH program being rolled into Waiver programs. He stated that January 1, 2019 was the current target date for the rollover. The TMH staff are reviewing transition plans for individuals targeted to transition under the demonstration grant that ends in 2018. Brian reminded the group about the three other projects being covered by the TMH grant including the No Wrong Door, a pilot online Case Management system, and Telehealth. Council members were informed via email on November 7, 2018 about the thirty (30) day Public Comment period for TBI Waiver Policy Manual related to the addition of the Take Me Home (TMH) program and transition services being added to the TBI Waiver program in January 2019. Brian informed the Council that the EMPOWER Act of 2018 is still active in Congress. Information on the status of this bill can be found here <https://www.congress.gov/bill/115th-congress/house-bill/3728>
- BMS Update – Teresa McDonough provided an update on the draft findings from the Open Forums conducted in September and October. The Open Forums were held in five (5) locations across the state, each location hosted two sessions; afternoon and evening. A conference call was conducted as the final forum. Thirty-one (31) stakeholders participated. A final report will be sent to BMS and the Council. Teresa informed the council that there is not a Management Enrollment List (MEL) at this time. She provided a brief update of the recent EVV stakeholder group and the status of that initiative. Information regarding the EVV and Stakeholder meetings can be found on the BMS website <https://dhhr.wv.gov/bms/Programs/WaiverPrograms/EVV/Pages/default.aspx> . Teresa introduced Liz Bragg to the Council. Liz is under contract with BMS to assist the state in the implementation of Conflict-Free Case Management. The Council was informed that the first stakeholder meeting for TBI Waiver and AD Waiver is scheduled for November 27th from 1:00pm-3:00pm at Bureau of Senior Services Office, conference room. Council members were encouraged to attend.

<ul style="list-style-type: none"> • PPL Update: Katharine Randall reported that there are thirty-four (34) current TBIW program participants self-directing as of October 2018. She stated that PPL have eight (8) Resource Consultants around the state to assist the participant with his/her self-direction. 		
<ul style="list-style-type: none"> • KEPRO Update: Barb Recknagel presented the first quarter performance measure report to the Council The data reflected 100% compliance with the measures. 		
Action Items	Person Responsible	Deadline
1. Provide link to EVV website for Council	1. Barb Recknagel	1. In the Minutes

Agenda Item	Lunch/Public Comment		
Discussion and Conclusions:			
<p>Regina Desmond reported that Disability Rights of WV would be expanding their monitoring role to include DHHR facility, Prison, Juvenile Detention facility and State and Private Nursing Homes.</p> <p>Sara Miller, CED-TBI Services, reported that CED new Federal Grant funding was awarded and it is a State Mentorship grant. The 3rd annual TBI-CED Conference will be held March 6-8, 2019 at Glades Springs Resorts. The training will include tracks for professionals, caregivers and service providers. Lastly, Sara shared that the TBI Advisory Board is now at full membership and has recently completed a comprehensive review of the 1993 State Plan. This resulted in the Board designing a one (1) year State plan with an emphasis on conducting a statewide needs assessment.</p>			

Agenda Item	Overview of Personal Options	Presenters	Katharine Randall and Chip Sovick, PPL
Discussion and Conclusions:			
<p>Katharine Randall and Chip Sovick provided an overview of the self-direction model used in the TBI Waiver program called Personal Options. Information shared included the role and function of a Fiscal and Employer Agent (F/EA), supports offered to the individual choosing to self-directing services and the enrollment process for self-direction. Opportunities to ask questions followed. Chip and Katharine shared the on-line Direct care registry and the MyChoice4 Care systems that will offer services to both the direct care worker and the Waiver participant.</p>			

Agenda Item	2019 Council Meeting Dates		Rodney Smith, Chair
<p>2019 Council Meeting Dates February 14, 2019 May 9, 2019 August 8, 2019 November 14, 2019</p> <p>Meeting Time 10:00AM -2:30 PM</p> <p>Meeting Location Bureau of Senior Services Office Charleston, WV Charleston Town Center Mall 3rd Floor Conference Rooms A & B</p> <p>Mark Fordyce adjourned the meeting at 2:30 pm on a motion. No second required.</p>			
Action Items	Person Responsible	Deadline	
None			

Minutes submitted by	Barb Recknagel, KEPRO	11/16/2018
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